

**DATE: Thursday, October 10, 2022**

Topic:	Attendance		
Members Present:	1- Hosny Elkady 2- Hassan garish 3- Ahmed Basyony 4- Wolfgang Assey 5- Michael Samwel 6- Lucas Ngereja	7- Mahmoud Mousa 8- Denis Mafuta 9- Braka Ngobei 10-Steve Msige 11-Emmanuel kikwasha 12-Neema John	
Meeting Type:	<input type="checkbox"/> Conference Call	<input checked="" type="checkbox"/> In Person:	
Guests:			

Meeting Agenda
1- Training Health & Safety representatives 2- Training first aiders, PPEs compliance 3- Safety signs, housekeeping 4- Supervision for critical activities 5- Site Access 6- Toilet's Facilities 7- First aid Facilities

## STANDING AGENDA

Topic:	1. TRAINING HEALTH & SAFETY REPRESENTATIVES			
<b>Discussion:</b>	the concern has been introduced to the committee about the need to training some of the workers, the committee agreed together to allocate a budget and proposed a list of workers who will receive OSHA training.			
<b>Action:</b>	The Names has been selected and sent to HSE Admin for collecting the all site names and getting Site management approvals			
<b>Following Up</b>	Hosny Elkady / JV HSE Manager			
<b>Status:</b>	Open	Closed	Tabled	Ongoing

<b>Topic:</b>	<b>2. Training first aiders, PPEs compliance</b>			
<b>Discussion:</b>	Lucas Ngereja (HSE officer), introduced a concern to the committee about the need of some workers to receive industrial first aid Training, the committee received the concern, site manager agreed to allocate a budget for the training			
<b>Action:</b>	The Names has been selected and sent to HSE Admin for collecting the all site names and getting Site management approvals, as well as all the first aid facilities will be sent to the main clinic for refilling and check			
<b>Following Up</b>	Hosny Elkady / JV HSE Manager			
<b>Status:</b>	Open	Closed	Tabled	Ongoing

<b>Topic:</b>	<b>3- PPE COMPLIANCE</b>			
<b>Discussion:</b>	HSE Manager addressed a concern about the need to requesting a new move order for Ear plugs for equipment & tools generating excessive noise, gloves for vibration tools, & N-95 respirators for shotcrete team, the			
<b>Action:</b>	It was agreed that all the Supervisors jointly with HSE have to check the PPE Compliances during the morning TBT and STARRT talk and arranging with the Site Admin fir Issuing move order			
<b>Following Up</b>	Site Supervisors / Wolfgang Asse / Hosny Elkady / Neema John			
<b>Status:</b>	Open	Closed	Tabled	Ongoing

<b>Topic:</b>	<b>4- SAFETY SIGNS</b>			
<b>Discussion:</b>	Mr. Wolfgang (HSE Officer), addressed a concern to the committee about the need to increase number and display site signs around all site areas, the committee agreed to request and distribute			
<b>Action:</b>	New Number of Signs will be printed and distributed in the whole area			
<b>Following Up</b>	Hosny Elkady / Wolfgang Asse / Michael Samwel / Lucas Ngereja			
<b>Status:</b>	Open	Closed	Tabled	

<b>Topic:</b>	<b>5- HOUSEKEEPING</b>			
<b>Discussion:</b>	Civil foramens addressed the need of the site to have an effective plan for housekeeping that will be implemented on a daily basis before work commenced, the committee agreed to create a plan and ensured its			
<b>Action:</b>	The committee agreed that each Forman is responsible about the housekeeping issue in his area along with all departments at the site will proved one helper in daily bases for this issue			
<b>Following Up</b>	Site Manager / Supervisors / HSE Team			
<b>Status:</b>	Open	Closed	Tabled	Ongoing

<b>Topic:</b>	<b>6- SITE ACCESS</b>			
<b>Discussion:</b>	Hosny addressed to the committee about the need to improve and increase number of site accesses, the construction team agreed, requested materials, maintained & constructed new accesses			
<b>Action:</b>	Committee has agreed One more Scaffolding access has been provided			
<b>Following Up</b>	Construction Team / HSE Team			
<b>Status:</b>	Open	Closed	Tabled	Ongoing

<b>Topic:</b>	<b>7-FIRST AID FACILITIES</b>			
<b>Discussion:</b>	HSE Manager introduced to the committee to increase number of first aid kits, the committee agreed and new first aid kits with current facilities			
<b>Action:</b>	One First Aid Box added to the existing number and all remaining has been sent for recheck and refilling			
<b>Following Up</b>	Hosny Elkady / Clinic Manager			
<b>Status:</b>	Open	Closed	Tabled	Ongoing

<b>Topic:</b>	<b>8- TOILET FACILITIES</b>			
<b>Discussion:</b>	Civil foramens addressed a concern to increase number of toilets for all sex, sanitary facilities and maintaining cleanliness, the committee agreed,			
<b>Action:</b>	It has been agreed with the site manager that two extra toilets will be added at the north west of the site			
<b>Following Up</b>	Civil Construction Team / Facilities Team			
<b>Status:</b>	Open	Closed	Tabled	Ongoing

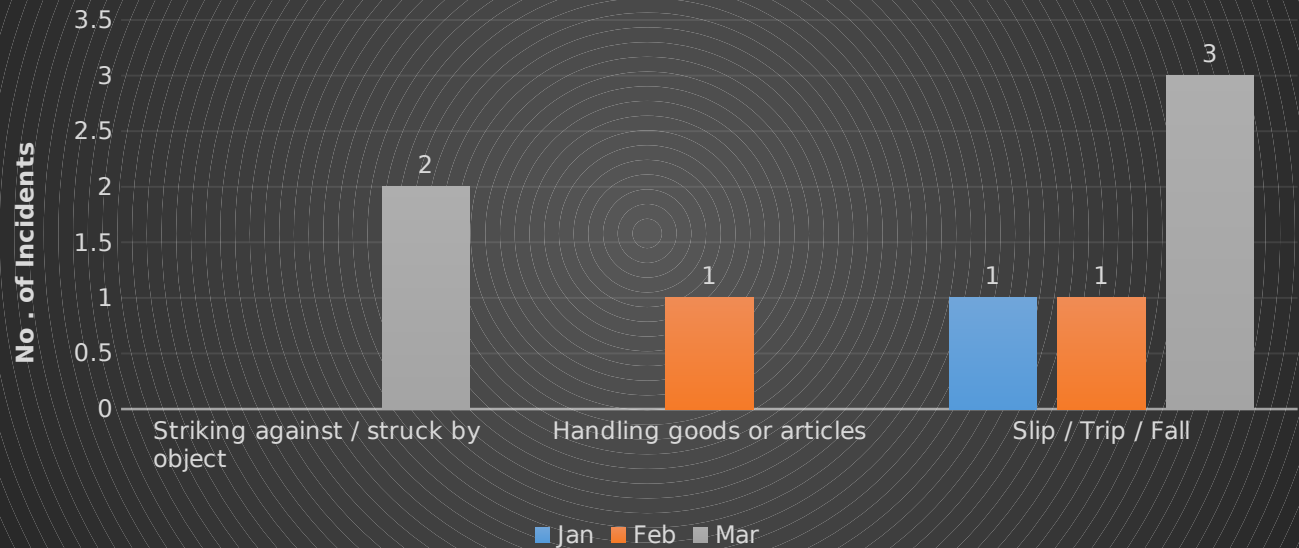
## New Items

<b>Topic:</b>	<b>N/A</b>			
<b>Discussion:</b>	N/A			
<b>Action:</b>	N/A			
<b>Following Up</b>	N/A			
<b>Status:</b>	Open	Closed	Tabled	Ongoing

**NEXT MEETING:** 2022.04.03

## Monthly Incident Report

## 2022 - Incident Agent Summary - Switchyard



## 2022 - Incident Type Summary - Switchyard

